

May, 2011

To Islandia I Owners,

The Board of Directors of Islandia I have passed a requirement for owners to retain caretakers when units are left unattended for more than a week. This is based on previous issues with leaks or air conditioners causing damage to adjacent units. If you do not have a caretaker, the following is a list of caretakers that are currently providing this service to other Islandia owners. Islandia Condominium is not promoting any of these caretakers. It is each owner's responsibility to ensure that your caretaker is qualified and you feel comfortable with that they will provide service to your expectations. In addition we have attached a general caretaker check list which contains the minimum requirements and you may need your caretaker to look for additional items specific to your unit.

Please advise you caretaker to check in to the office when they arrive so we may log them in, allowing us keep track of units being regularly checked.

Thank You,

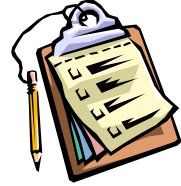
Ernie  
Islandia I Manager

Caretakers:

|                              |              |
|------------------------------|--------------|
| Audrey LeJambre              | 772-220-8641 |
| Eric Novy                    | 772-979-6768 |
| Lois Markham                 | 772-879-3621 |
| Margaret Leonard             | 772-201-6443 |
| Sandy Cardenas               | 772-878-4331 |
| Southern Home Watch Services | 772-285-5744 |

# Checklist Islandia I Caretakers

Unit # \_\_\_\_\_ Circle Correct Answer



|  | DATE  | NOTES |
|--|---|-------|
|  | Do all keys work?                                   |       |
|  | Washer/Dryer in Unit – Check for water              |       |
|  | Water Heater - Check pan - Is it Dry?               |       |
|  | Bathroom Ceiling - Check for leaks and or staining  |       |
|  | Bathroom - Faucet closed                            |       |
|  | Bathroom - Toilet Leaks                             |       |
|  | Kitchen and hallway - ceiling for leaks or staining |       |
|  | Kitchen Area - sinks closed                         |       |
|  | A/C – Drywall – for wetness                         |       |
|  | Hurricane shutters - Closed and locked              |       |
|  | Check cabinets for bugs                             |       |
|  | All lights off                                      |       |
|  | Is A/C running/is humidistat set properly           |       |
|  |   |       |
|  |   |       |
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